

**Town of Medway**  
**Economic Development Committee Minutes**  
**August 15, 2019**  
**Medway Town Hall**  
**155 Village Street**  
**Medway, MA 02053**

**MEMBERS PRESENT:**

Keith Peden, Chair, Deanna Kaiser Doughty, Vice Chair, Jennifer Kendall and Zach Knowlton

**MEMBERS ABSENT:**

Paul Yorkis, Anthony Varrichione, Rich Di Iulio

**ALSO PRESENT:**

Barbara J. Saint Andre, Director, Community and Economic Development

Chairman Peden opened the meeting at 7:00 pm

**New Business:**

Discussion Oak Grove Zoning Task Force- Update given by Barbara Saint Andre

Ms. Saint Andre gave a brief overview of the history of the “bottle cap lots” to members. She then presented a powerpoint explaining the proposed Oak Grove Urban Renewal Area zoning amendments. The Urban Renewal Plan was discussed including the Plan Vision, which was adopted in 2017. Zoning for that area was explained and how the Task Force was formed and came into play. Community forums were held and are posted on the Town website. A consultant was hired to prepare a concept plan with the Task Force. Industrial, mixed use, multi-family homes, office space, hotel, retail, green space with trails and recreational area as well. The idea was to take the concept plan and establish proposed zoning areas.

The consultant and the Task Force moved to Form Based Zoning. Uses allowed and set backs, sets up standards how the site will be developed and how the parcels will interact. Ms. Saint Andre reviewed Form Based Zoning in detail, building type, streets, walk ways and outdoor amenity spaces. The proposed Village Center, Business Park and Village Neighborhood districts were reviewed showing what are and are not allowed.

Proposed amendments are available on the Town’s website. Many town boards will see the same presentation and it will be posted to the Town’s website in the coming weeks. The Planning and Economic Development Board will formally receive it to review and will make a

recommendation to Town Meeting. The Oak Grove Task Force would like board members to review and offer support.

Chairman Peden asked if Form Based Zoning is currently used in a local area to actually view. Ms. Saint Andre will check with the consultant to get area towns. Members spoke to two failed plazas presently. Ms. Saint Andre has spoken to some developers that have developed larger areas for input. Their input will be considered.

Timeline – Zoning will be addressed at Fall Town Meeting and will most likely be a few years before this land will begin to be developed. The Committee voted enthusiastically 4-0 to support the proposed zoning.

### **Development handbook-Deanna Kaiser Doughty**

Ms. Doughty has been working on the guide for about a year now. There were some comments sent in from the business community that will easily apply to the next revision. Ms. Saint Andre reviewed them with the group.

Next step would be to have the re design presented to the Board of Selectmen for their review in mid September and then it will be posted to the website. Feedback will be passed along before being presented.

### **Use of economic data- Zach Knowlton**

Largely in the same place as last month; Mr. Knowlton has spoken to Mr. Varrichione, waiting on follow up with him as well as Mr. Yorkis. Mr. Knowlton will push forward with sourcing for this project.

### **Cultural - Jennifer Kendall**

Next Cultural Council meeting is next week. Chairman Peden asked about the painting of electrical boxes. Ms. Kendall explained they were working on a grant from National Endowment of the Arts. The Cultural Council is in the process of working on answers to questions for the grant.

### **Business Community/Route 109 Celebration- Keith Peden**

Feedback from the Medway Business Council regarding the Route 109 Celebration was discussed at length. Pros, cons, input and options were considered. It's disappointing and unfortunate but the event will be down sized, and held on a weekday for more participation from business owners. A ribbon cutting ceremony will take place with dignitaries and persons involved in the project being invited to attend.

### **Minutes Approval July 9, 2019**

**In a motion made by Zach Knowlton; and seconded by Deanna Kaiser Doughty, the Economic Development Committee voted unanimously to approve the July 9, 2019 Minutes as presented, 4-0.**

The committee thanked Deanna for all of her hard work and dedication. The committee wished her well in her new home.

**Next meeting September 19, 2019**

**In a motion made by Deanna Kaiser Doughty; and seconded by Jennifer Kendall, the Economic Development Committee voted unanimously to adjourn at 8:20 p.m. 4-0.**

Respectfully submitted,

Wendy Harrington, Recording Secretary

**List of Documents Reviewed at the Meeting**

1. Oak Grove Zoning Amendments powerpoint

# TOWN OF MEDWAY OAK GROVE ZONING TASK FORCE



## Proposed Zoning

# URBAN RENEWAL PLAN

2017 – After a lengthy community process, the Town approves an Urban Renewal Plan (URP) for the Oak Grove (bottle cap) area.

Oak Grove Urban Renewal Area consists of about 82 acres, including the bottle cap lots and additional parcels along Trotter Drive.

# Urban Renewal Plan Vision

- Create a diverse mix of uses
- Provide business opportunities for economic development
- Maintain high quality of life for residents and business
- Increase town tax base
- Minimize environmental and social impacts

# Current Zoning

- Oak Grove Area is currently divided into two zoning districts: AR-II and West Industrial
- The area to the west of Trotter Drive, and a small strip along the east side of Trotter Drive, is zoned West Industrial
- Balance is AR-II

# Task Force

- The MRA appointed an Oak Grove Zoning Task Force to recommend new zoning
- Task Force has held 18 public meetings, including two community forums, for which over 300 notices were sent out to area residents and interested parties



# Concept Plan

- The Task Force with assistance of consultant Ted Brovitz took the vision of the Urban Renewal Plan and created a concept plan for Oak Grove
- This included creating a new Oak Grove zoning district to replace the current zoning

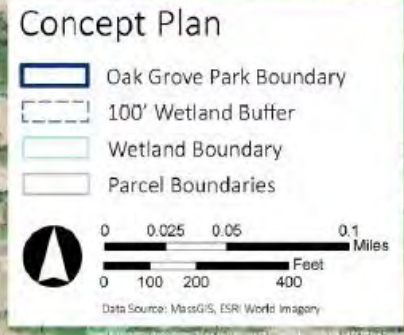


# OAK GROVE OVERALL CONCEPTUAL PLAN DEVELOPMENT PLAN

This Conceptual Plan illustrates a vision for the Oak Grove Park over the coming decades. The drawing is not meant to serve as a guide to construction; in fact, the plan itself does not require the Town of Medway or any landowner to do anything with their property. Rather, the plan provides a favorable development scenario for this Urban Renewal District that provides for existing uses while setting a framework for future reinvestment and civic enhancements.

For the purpose of illustrating this vision, the Oak Grove Park Concept Plan anticipates a balanced and incremental approach to growth. The plan calls for three distinct districts including the Oak Grove Village Center, the Oak Grove Business Park, and the Oak Grove Neighborhood. Each district is enhanced with vibrant open spaces, and linked together through a network of attractive streets, multipurpose paths, and walking trails.

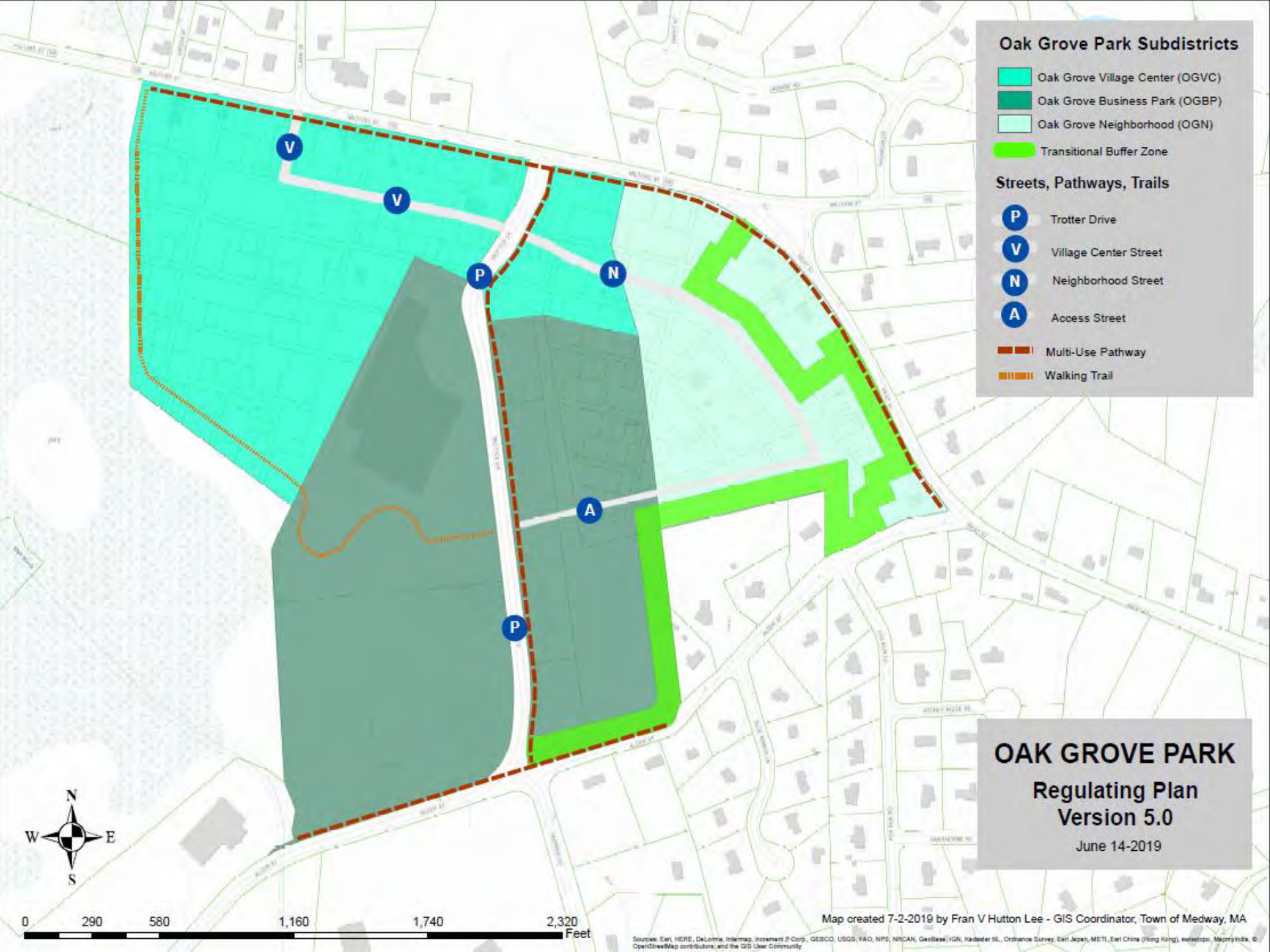
The general goals of Oak Grove Park are to: establish a vibrant gateway for Medway; provide opportunities for business growth and economic development; facilitate reinvestment in vacant and underutilized property; allow for mixed commercial uses and "lifecycle" housing choices for a range of households in all income, age, size, and family type; and create a lively pedestrian environment where people can gather. Oak Grove Park will be a place where people can live, work, and play.





# Proposed Zoning

- The Oak Grove area will be divided into three subdistricts: Oak Grove Village Center, Oak Grove Business Park, and Oak Grove Neighborhood
- Each subdistrict will have a list of allowed uses in the Zoning Bylaw Schedule of Uses and a set of standards and regulations



## Oak Grove Park Subdistricts

- Oak Grove Village Center (OGVC)
- Oak Grove Business Park (OGBP)
- Oak Grove Neighborhood (OGN)
- Transitional Buffer Zone

## Streets, Pathways, Trails

- P Trotter Drive
- V Village Center Street
- N Neighborhood Street
- A Access Street
- Multi-Use Pathway
- Walking Trail

## OAK GROVE PARK

Regulating Plan  
Version 5.0

June 14-2019

# Form Based Zoning

- ❖ Form based zoning is somewhat different than conventional zoning
- ❖ It includes site standards, building standards, street standards, and requirements for outdoor amenity spaces

# Site Standards

- These include parking placement, which encourages parking to the rear of buildings and encourages streetscapes
- Landscaping
- Utilities
- Pedestrian access is emphasized

# Building Standards

- Building placement, including setbacks, requiring buildings in the Village to be located closer to the sidewalk
- Building types
- Building height
- Building usage
- Building design standards

Table 2.4.C.1.B. Mixed-Use & Commercial Building Types and Design Standards			
1. Building Types and Definitions			
		Mixed Use Building (MUB)	General Commercial Building (GCB)
1.1 Definition		A building that typically accommodates a variety of ground floor commercial uses and upper floor residential and/or office uses at a scale that is compatible and complimentary to its given district.	A building that typically accommodates a variety of ground floor commercial uses and upper floor office uses, or all office uses, at a scale that is compatible and complimentary to its given district. GC Buildings do not include residential uses.
2. Lot Standards			
2.1	Lot Size (S.F.) (Min.)	Not Required	Not Required
2.2	Frontage (Min./Max.)	50 Ft. Min.	50 Ft. Min.
2.3	Front Yard Build-To-Zone (Min./Max.)	0 Ft. / 20 Ft.	0 Ft. / 20 Ft.
2.4	Side Yard Setback (Min.)	10 Ft. (0 Ft if Common Wall)	10 Ft. (0 Ft if Common Wall)
2.5	Rear Yard Setback (Min.)	20 Ft.	15 Ft.
2.6	Outdoor Amenity Space Lot Coverage (Min.)	15%	10%
3. Design Standards			
3.1	Building Height (Max.)	4 Stories /40 Ft.	3 Stories/40 Ft.
3.2	Street Facing Wall Width (Min./Max.)	30 Ft. / 150 Ft.	30 Ft. / 100 Ft.
3.4	Street Facing Entrance	Required	Required
3.5	Maximum Building Footprint (SF)	20,000 SF	20,000 SF
4. Additional Standards			
4.1		One-story buildings must have a minimum street facing façade height of 18 feet.	One-story buildings must have a minimum street facing façade height of 18 feet.
4.2		Where there is a side setback, a minimum of 8 feet is required to accommodate pedestrian access or 25 feet to accommodate vehicle access to the side and rear of the property.	Where there is a side setback, a minimum of 8 feet is required to accommodate pedestrian access or 20 feet to accommodate vehicle access to the side and rear of the property.



# Development Standards

- Development Types: General Commercial, General Industrial, General Residential, Mixed Use, Pocket Neighborhood
- Parking, landscaping, sustainable design, site improvements – based on existing town regulations

# Village Center

- ❑ Located along Milford Street
- ❑ Mix of commercial, retail, service, cultural, recreational, and residential
- ❑ Allowed: hotel, multi-family, mixed-use, restaurant, inn, studio, gallery, service, offices, retail, brew pub, florist
- ❑ Prohibited: single and two family, warehouse, industrial, automotive repair

# Business Park

- ❖ Located along both sides of Trotter Drive
- ❖ Purpose: to facilitate development for commercial, light industrial, and related
- ❖ Allowed: Retail, office, service, wholesale, manufacturing, research and development, studio, indoor amusement
- ❖ Prohibited: residential, agricultural, inn, funeral home, marijuana facilities

# Neighborhood

- For residential development
- Allowed: Multi-family, row houses, cottage colonies, civic, agricultural, home occupations, bed and breakfast
- Prohibited: Commercial, retail, business, industrial, offices

# OAK GROVE ZONING OUTLINE

## SECTION 5. USE REGULATIONS

### AMEND:

#### Table 1 - Schedule of Uses

- ✓ Oak Grove Village Center
- ✓ Oak Grove Business Park
- ✓ Oak Grove Neighborhood

TABLE 1: SCHEDULE OF USES

	FORM-BASED DISTRICTS		
	OGVC	OGBP	OGN
<b>D. BUSINESS USES</b>			
<i>Retail Trade</i>			
Retail bakery (Added 11/16/15)	Y	Y	N
Retail sales	Y	Y	N
Retail store larger than 20,000 sq. ft.	PB	PB	N
Retail sales, outdoors	N	PB	N
Shopping center/multi-tenant development	PB	PB	N
Auto parts	N	N	N
Florist	Y	Y	N
Indoor sales of motor vehicles, trailers, boats, farm equipment	N	PB	N
<i>Hospitality and Food Services</i>			
Restaurant providing food within a building	Y	Y	N
Restaurant providing live entertainment	Y	Y	N
Brew pub	Y	Y	N
Bed and breakfast	Y	N	PB
Inn	Y	N	N
<i>Cultural and Entertainment Uses</i>			
Studio	Y	Y	N
Museum	Y	PB	N
Movie theatre/cinema	Y	PB	N
Theatre	Y	PB	N
Gallery	Y	PB	N
Commercial indoor amusement	Y	Y	N
<i>Professional Uses and Financial Services</i>			
Financial institution	Y	Y	N
Professional or business office	Y	Y	N
<i>Services</i>			
Personal care service establishments	Y	Y	N
Service establishment (amended 11-13-17)	Y	Y	N
Doggie day care	N	Y	N
Repair shop	Y	Y	N
Furniture Repair	N	Y	N
Educational/instructional facility, commercial	Y	PB	N
Funeral home	N	N	N
Veterinary hospital	N	PB	N
Kennel	N	PB	N
Medical office or clinic	Y	Y	N
Adult day care facility, subject to Section 8.5	N	N	N
<i>Automotive Uses</i>			
Car wash	N	PB	N
Vehicle fuel station with convenience store	PB	N	N
Vehicle repair	N	Y	N
Auto body shop	N	Y	N
<i>Accessory Uses</i>			
Outdoor display	Y	Y	N
Outdoor storage of materials and parking of vehicles	N	PB	N

# Street Standards

- Complete streets
- Sidewalk standards and uses
- Streetscapes
- On-street parking and use of parking spaces for “parklets”
- In the Village area, businesses may use public engagement areas



# SECTION 9 - OAK GROVE PARK ZONING DISTRICTS

## 9.7 PUBLIC REALM STANDARDS

### A. Purpose

### B. Street & Pathway Design Standards

1. Construction Standards
2. Design Standards
3. Vehicle Travel Lanes
4. On-Street Parking Lanes
5. Sidewalks.
6. Parking Lane
7. Curb Extensions (Bulb-Outs)
8. Street Trees.
9. Driveway and Sidewalk Crossings.
10. Multi-Use Pathways and Walking Trails

### C. Public Realm Interface

1. Building Frontage Zones
2. Building Interface within ROW
3. Parklets
4. Pedestrian Passages
5. Signs

TABLE 9.7.B.10. – STREET AND PATHWAY DESIGN STANDARDS

Street Component	Trotter Drive	
	Village Center Street	
① Street Right-Of-Way	50 Ft. Minimum	50 Ft. Minimum
② Travel Lane	12 Ft.	11 Ft.
③ Parking Lane	Prohibited	8 Ft. (Option on one or both sides of the street)
④ Sidewalks		
4A. Public Frontage Zone	Optional (4' min. if provided)	Optional (4' Min. if Provided)
4B. Walkway Zone	5 Ft. Minimum both sides of street	5 Ft. Minimum both sides of street
4C. Furnishing & Utility Zone	Optional (4' min. if provided)	4 Ft. Minimum both sides of street
⑤ Tree Belt	8 Ft. Minimum	Optional (4' Min. if Provided)
⑥ Multi-Use Pathway	Optional on 60' Min. ROW; 10 Ft. Min. if Provided and 12' Optimal	Prohibited

TABLE 9.7.B.10. – STREET AND PATHWAY DESIGN STANDARDS

Street Component	Neighborhood Street	
	Access Street	
① Street Right-Of-Way	40 Ft. Minimum	25 Ft. Minimum
② Travel Lane	11 Ft.	10 Ft.
③ Parking Lane	Not required	Prohibited
④ Sidewalks		
4A. Public Frontage Zone	Prohibited	Prohibited
4B. Walkway Zone	5 Ft. Minimum both sides	1 Side/5 Ft. Minimum
4C. Furnishing & Utility Zone	Prohibited	Prohibited
⑤ Tree Belt	5 Ft. Minimum	Prohibited
⑥ Multi-Use Pathway	Optional	Prohibited



# SECTION 9 - OAK GROVE PARK ZONING DISTRICTS

## 9.7 PUBLIC REALM STANDARDS

### A. Purpose

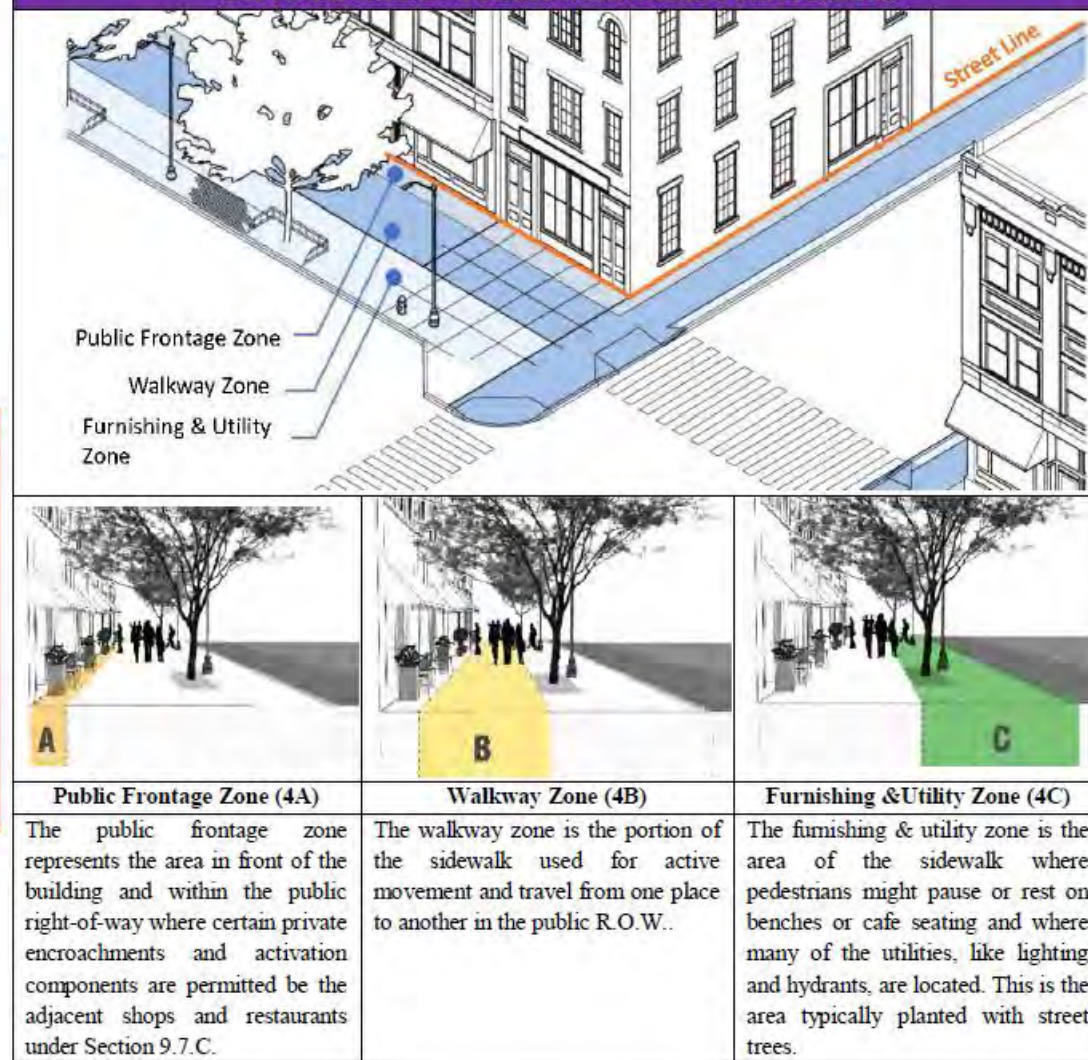
### B. Street & Pathway Design Standards

1. Construction Standards
2. Design Standards
3. Vehicle Travel Lanes
4. On-Street Parking Lanes
5. Sidewalks.
6. Street Enhancement Zones
7. Curb Extensions (Bulb-Outs)
8. Street Trees.
9. Driveway and Sidewalk Crossings.
10. Multi-Use Pathways and Walking Trails

### C. Public Realm Interface

1. Building Frontage Zones
2. Building Interface within ROW
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DIAGRAM 9.7.B.5. – PUBLIC SIDEWALK COMPONENTS





# SECTION 9 - OAK GROVE PARK ZONING DISTRICTS

## 9.7 PUBLIC REALM STANDARDS

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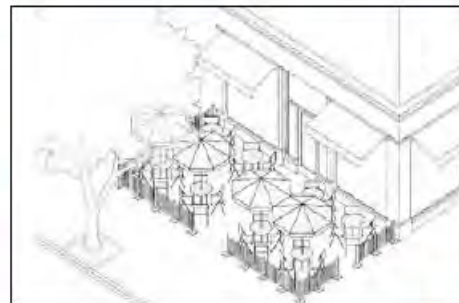
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### C. Public Realm Interface

1. Building Frontage Zones
2. Building Interface within ROW
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DIAGRAM 9.7.C.1. – BUILDING FRONTAGE ZONES



# Outdoor Amenity Spaces

- Each building type requires a certain amount of outdoor amenity space
- Three kinds: civic space, publicly oriented private space, or private space
- Outdoor amenity spaces include courtyards, gardens, pathways, pocket parks, playgrounds, rooftop terraces

1. BUILDING TYPES & PROPERTY USES						
Building Types: See Section 9.4, Table 9.4.C.1			3. BLDG & PUBLIC FRONTAGE INTERFACE			
1.	Cottage	N	See Section 9.7.C.; Table 9.7.C.2			
2.	Rowhouse	P	1.	Sidewalk Dining	P	
3.	Multi-Family Building	P	2.	Storefront Display	P	
4.	Hotel	P	3.	Sidewalk Sign	P	
5.	General Commercial Building	P	4.	Projecting Sign	P	
6.	Mixed Use Building	P	5.	Awning	P	
7.	Fabrication or Flex Building	P	6.	Balcony	P	
8.	Civic or Community Building	P	7.	Bay Window	P	
9.	Gas Station and Convenience Store	SP	8.	Gallery	SP	
10.	Other Approved by PEDB	SP				
Property Uses: See Section 5.4, Table 1						
2. OUTDOOR AMENITY SPACES			4. DEVELOPMENT TYPES			
See Section 9.6.; Table 9.6.B.1.			See Section 9.5.B			
1.	Neighborhood Park or Preserve (CS, POPS)	P	1.	Pocket Neighborhood (PN)	N	
2.	Common or Green (CS, POPS)	P	2.	Mixed Use Development (MUD)	P	
3.	Athletic Field or Ball Court (CS, POPS)	P	3.	General Residential Development (GRD)	P	
4.	Pathway (CS)	P	4.	General Industrial Development (GID)	N	
5.	Pedestrian Passage (CS, POPS)	P	5.	General Comm. Development (GCD)	P	
6.	Community Garden (CS, POPS, PS)	P				
7.	Forecourt (POPS, PS)	P				
8.	Courtyard (POPS, PS)	P				
9.	Plaza or Square (CS, POPS)	P	5. OTHER DESIGN STANDARDS SPECIFIC TO THE DISTRICT			
10.	Pocket Park or Playground (CS, POPS, PS)	P				
11.	Outdoor Dining (POPS)	P				
12.	Rooftop Terrace (POPS, PS)	P				
13.	Private Yard (PS)	P				
14.	Dooryard	P				
15.	Other Approved by PEDB	SP				
N - Prohibited; P - Permitted by Right; SP - Special permit required from PEDB						

1. BUILDING TYPES & PROPERTY USES						
Building Types: See Section 9.4, Table 9.4.C.1			3. BLDG & PUBLIC FRONTAGE INTERFACE			
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11.	Outdoor Dining (POPS)	P				
12.	Rooftop Terrace (POPS, PS)	P				
13.	Private Yard (PS)	P				
14.	Dooryard	P				
15.	Other Approved by PEDB	SP				
N - Prohibited; P - Permitted by Right; SP - Special permit required from PEDB						

## OAK GROVE URBAN RENEWAL PROJECTED DEVELOPMENT

### ■ Total Development By Type

Proposed Use	Square Footage	# of Parking Spaces	Lot Size (Acres)
Commercial/Restaurant	12,000	40	2.04
Commercial/Hotel	60,000	250	3.24
Commercial Office and/or Retail	207,000	647	6.41
Commercial/Day Care	20,000	66	2.31
Flex Space/Office/Retail	97,000	370	8.3
Research and Development	36,000	135	3.55
Industrial	35,000	120	11.7
Multi-family Residential <sup>1</sup>	110 DU	240	9.63
<b>Total</b>	<b>467,000</b>	<b>1,868</b>	<b>47.18</b>

1. Multi-family Residential is expressed in terms of Dwelling Units (DU) rather than square footage.



# Projected Tax Impact

Assessed Value	Use	Square Footage
\$1,921,600	Restaurant	
\$6,000,000	Hotel	
\$10,000,000	Commercial, Office and/or Retail	207,000SF
\$5,000,000	Commercial, Office and/or Retail	90,000SF
\$2,000,000	Research/Development	
\$49,500,000	Multifamily Residential	
\$74,421,600	<b>Total Value</b>	
0.01697	Tax Rate	
\$1,262,934.00	<b>Potential Tax Dollars</b>	

# Questions?

